



Kalamazoo Center for Youth & Community

PO Box 50227

Kalamazoo, MI 49005

Case Manager – Kalamazoo Center for Youth and Community

Organization:

Kalamazoo Center for Youth and Community (KCYC) is a place based organization supporting youth living in the Eastside and Eastwood Neighborhoods in Kalamazoo. KCYC provides quality youth development services in afterschool and out of school settings. In addition, KCYC provides academic support to students focusing on literacy and learning strategies that will lead to success. KCYC is an intermediary that partners with 10 area agencies in support of youth and student outcomes.

Our mission: To support Kalamazoo Eastside youth and families in their personal growth, educational attainment, health and wellness, civic engagement, and social change.

Position Summary

Kalamazoo Center for Youth and Community is seeking an Early Warning Indicator and Intervention Student Support Coordinator who will be responsible to:

- Assist in program design for youth connected to KCYC who show early warning signs of dropping out of school.
- Implement interventions working with the student, families, teachers, and other community resources
- Provide ongoing long term support and mentoring to youth

Specific Responsibilities Include:

- Case management and problem solving
- Data collection
- Report writing
- Records management
- Community collaboration
- Inspiring youth

Position Requirements:

- Bachelors Degree in related field with at least 3+ years in case management working with children
- A working knowledge of the K-12 school system
- Excellent communications skills
- Compassion
- Time management and organizational skills
- Problem solving skills
- Strong computer skills in MS Word, Excel and Power Point
- Must be able to lift 50 lbs and endure long term standing
- Must have a valid driver's license, auto insurance, and access to personal vehicle.

Interested candidates should submit a resume to slealofi@gmail.com by February 7, 2014.